

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS
JOINT FINANCE COMMITTEE & EXECUTIVE/PERSONNEL COMMITTEE
Friday, September 18, 2015 – 10:00 A.M.
100 West Keenan Street, Rhinelander, Wisconsin**

Members Present: Bix, Cushing, Millan, Platner, Troyk, Tuckwell

Members Absent: Krug (excused); Ritchie (excused); Teichmiller (excused). One vacancy exists on the Finance Committee.

Call Meeting to Order: Chair of Executive/Personnel Committee Millan called the meeting to order at 10:00 A.M. Also present were Mary Rideout, Director, Oneida County Social Services; Dianne Jacobson, Interim Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW), and Tammy Queen, former ADRC-NW Board Member.

Approve The Agenda: Cushing moved to approve the agenda with nine items; Troyk seconded. All Ayes. Motion Carried.

ADRC of the Northwoods Wage Scale: Rideout presented two wage scale options for ADRC Specialists and Disability Benefit Specialists employed by the ADRC-NW. Both options include a scale similar to a format Oneida County uses which includes a minimum starting wage followed by step increases dependent on a positive performance evaluation. The first 6 steps are annual increases and the last 5 steps are every two years. The two options included wages compared to other ADRC positions employed by our counties and tribes. Cushing moved to recommend to the full Board of Directors that it adopt the Option 2 wage scale with starting wage at \$19.78/hour and Step 10 set at \$24.87. The entire pay scale would be adjusted any year that the Board of Directors approves a cost of living increase based on the Consumer Price Index (CPI). Troyk seconded. All Ayes. Motion Carried.

Rideout then presented two options for the ADRC Regional Manager position. Cushing moved to recommend to the full Board of Directors that it adopt Option 2 as the wage scale for the Regional Manager, to have a step increase of \$1,666 every year until the mid-point is reached and every two years afterwards following a positive evaluation, to have Step 1 set at \$51,668 and Step 14 set at \$73,326. This entire pay scale would also be adjusted any year that the Board approves a cost of living increase based on the Consumer Price Index (CPI). Troyk seconded. All Ayes. Motion Carried.

2016 Health Insurance Plan: Delta Dental will offer dental coverage under the new group health insurance options. Currently the family plan costs \$1,804.44/month including dental (\$21,653 annually). For 2016 the cost would be \$2,056.03/month (\$24,672 annually) with dental (a 14% increase) and \$1,998.22/month (\$23,978) without dental (a 10.7% increase). Troyk moved to recommend to the full Board of Directors that it provide group health insurance without a dental benefit for 2016 but to have the dental plan available to the employees if they elect to pay for it themselves. Cushing seconded. All Ayes. Motion carried.

Letter of Intent to Elect Uniform Dental Benefits – 2016: Since the ADRC-NW will not be providing an employee-paid dental plan, this Letter of Intent to Elect Uniform Dental Benefits for 2016 is not applicable.

2016 Budgets – Wages: After reviewing the 2016 Budget Worksheet – Salaries and Fringes, the Joint Committee asked Rideout to rework the worksheet, showing the group health insurance option selected and both a 0% and a .73% increase in wages.

Future Agenda Items: 2016 Budget – Wages; Financial Reports

Confirm Next Meeting Date, Time & Place: The next meeting of the Aging & Disability Resource Center of the Northwoods Joint Finance and Executive/Personnel committees will be September 25, 2014 at 12:00 Noon. It will be held in Rhinelander. The October meeting will be held October 16, 2014.

Adjournment: With no further business, Bix moved to adjourn; Cushing seconded. All Ayes. The meeting was adjourned at 11:00 A.M.

Handouts: ADRC of the Northwoods Regional Staff Wage Scale Proposal; ADRC of the Northwoods Director Wage Scale Proposal; ADRC of the Northwoods Group Health Insurance 2016 Monthly Premium Rates; Letter of Intent to Elect Uniform Dental Benefits Effective 1/1/2016; 2016 ADRC of the Northwoods Budget Worksheet - Salaries and Fringes.